

TOWNSHIP OF THORNAPPLE

Eric Schaefer, *Supervisor* / Debra K Buckowing, *Treasurer* / Cindy A. Willshire, *Clerk*
 Curt Campbell, *Trustee* / Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Sandra Rairigh, *Trustee*

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 PO Box 459 - 200 E Main St. - Middleville, MI 49333



REGULAR MEETING October 10, 2022

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

TIME: 7:00 P.M.

ROLL CALL:	Buckowing: Absent Campbell: Present DeMaagd: Present Rairigh: Present	Schaefer: Present Selleck: Present Willshire: Present
OTHERS PRESENT:	Chief Bill Richardson, Commissioner Catherine Getty, Laura Bouchard, Amy Brown, Dana Yarger, Collin Chrenka, Alyssa Evans, Chad Klutman, Cas Vugteveen, and Katherine Bussard.	

4. APPROVAL OF PRINTED AGENDA:

MOTION STATED:	Willshire – Motion to approve the Printed Agenda as presented.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by voice vote. 6 ayes and 0 no's.

5. APPROVAL OF CONSENT AGENDA:

MOTION STATED:	Willshire – Motion to approve the Consent Agenda as presented.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call vote. 6 ayes and 0 no's.

ROLL CALL VOTE:	Buckowing: Absent Campbell: Yes DeMaagd: Yes Rairigh: Yes	Schaefer: Yes Selleck: Yes Willshire: Yes
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6. FIRST PUBLIC COMMENT: Dana Yarger thanked the township board that two ambulances were running and was happy to see the additional support in the county for calls and transfers.

7. COUNTY REPORT:

County Commissioner Catherine Getty:	Getty said the County Commissioners were working on the annual budget which totals 19.8 million dollars. The Animal Shelter Advisory Board has requested they be deactivated. They were established in 2010 and feel they are no longer needed at this time. The Ad-Hoc Committee on Facilities is expanding their scope now that the FOC building project has been completed. Getty said, by request of John Smelker, that he would like to attend the township board
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	meetings but is unable to do so because of scheduling conflicts. However, he would like to invite the board to reach out to him any time with questions or concerns knowing that he is available to listen to their concerns.
Board Response:	Schaefer thanked Getty for her report. Rairigh asked Getty if there was any new action regarding the proposed jail. Getty stated there hasn't been any new development but that it is likely the Ad-Hoc Committee on Facilities might address this subject, although it would not be the focus of that committee.

8. RESERVED TIME: Katherine Bussard, Middleville DDA – Bussard gave a bi-annual report regarding the activities of the DDA. These actions fall under three main categories: Historic Preservation, Economic Development, and Community Engagement. Bussard explained that revenues come from both a tax capture as well as partnership with community contributions and grants. They have exceeded several of their goals this year. Getty asked Bussard to explain a little about the tax capture. She stated that the TIF capture began in 2001 and that as property values rise, the tax capture rises thereby providing more funding for the DDA to operate.

Bussard also spoke about having a mailbox installed in the parking lot at the township office for downtown businesses to access their mail more easily than having post office boxes. Bussard described the style, size, and cost. She stated that the DDA would cover the cost of installation and maintenance if the township would be willing to allow it to be located here. Campbell suggested an alternate location of attaching it to the retaining wall and removing the pedestal. Schaefer said he would also check with NTA on how it might affect their snow plowing. He plans to put this item on the next board meeting agenda for a vote.

9. PLANNING AND ZONING REPORT: Getty stated that there were two new home construction permits listed on her report. There was also a new private road permit that will serve nine parcels, a new sand mine operation request, and that at the last Planning Commission meeting held on September 26, they had approved a special use permit allowing for a self-storage facility to be built on M-37.

10. EMERGENCY SERVICES REPORT:

A. Chief's Report: Chief Richardson thanked the board and staff for their support and work of late as there has been a lot of activity for TTES lately. He stated the call volume decreased slightly in September but expects an increase in October due to operating two ambulances.

B. Summary: There will be live fire training for Cascade, Caledonia as well as Thornapple Townships in the next week or so. Jared Willman will be instructing TTES. Some vandalism occurred at the training facility. Richardson has received one quote for \$12,000 for the repair, but is waiting on a second quote. It will be expensive to repair because it requires the use of thermal paint. Richardson had some training on grant writing, but it is just the beginning of the process. There is more training he will need. Also, he will need to work with some of the township staff when it comes to submitting the grant applications. TTES has scheduled an open house for the fire department on October 29, McKenna Nichols is planning the event and Nate Otto has volunteered to make fresh doughnuts to offer along with cider for refreshments. Richardson started working on the Master Plan for TTES. As part of that process, he has met with staff at Bradford White to discuss their involvement with a fire brigade within their

organization. He also asked if they would be willing to have some staff be available during the day to answer fire calls if the township covered the cost of training. They sounded receptive to the idea and Richardson hopes that a plan can be discussed soon.

11. UNFINISHED BUSINESS: None.

12. NEW BUSINESS:

A. AED Replacement – Schaefer explained that the AED unit at the township hall needed to be replaced as it had expired.

MOTION STATED:	Willshire - Motion to approve purchase of new AED unit for the township hall at a cost NTE \$2,0052.65.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call. 6 ayes and 0 no's.

ROLL CALL VOTE:	Buckowing:	Absent	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

B. Progressive AE Rate Increase – Schaefer stated that Dan Westenburg had requested the rate increase but said it could be negotiated. Schaefer stated that the amount being presented is 20% of the asking price of the increase. Campbell asked Schaefer if Westenburg had explained how he had determined the amount. Schaefer said Westenburg had explained that it was based on a formula that was partly based on construction materials costs.

MOTION STATED:	Schaefer – Motion to approve an increase to Progressive AE's fee for the Duncan Lake Sewer Lagoon upgrade by \$4,387.60.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call. 6 ayes and 0 no's.

ROLL CALL VOTE:	Buckowing:	Absent	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

C. Snow Plowing – Schaefer explained that he had requested multiple quotes but had only heard back from NTA. Selleck asked if the quote was per snow event. Schaefer said yes, the estimate showed the cost per event. However, the lagoons would only need to be plowed as needed rather than every time snow fall of an inch and a half had fallen at the township hall.

MOTION STATED:	Willshire – Motion to accept NTA’s snowplow contract for the 2022/23 season as outlined in estimate 4794.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call. 6 ayes and 0 no’s.

ROLL CALL VOTE:	Buckowing:	Absent	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

D. Hiring paid on call staff – Chief Richardson explained that one of the people he would like to hire is currently an RN at Pennock. She is currently in an EMT training program to get certified. The other person is a recent graduate of Thornapple Kellogg Schools and is very interested in becoming a firefighter. Unfortunately, Fire School has already started so they won’t be able to attend the current class. Rairigh asked if sending them to Fire School when it became available would be the only cost in hiring them. Richardson confirmed that it would be.

MOTION STATED:	Willshire – Motion to approve hiring two more paid on call members to the TTES staff.
MOTION SUPPORTED:	DeMaagd
MOTION STATUS:	Approved by roll call. 6 ayes and 0 no’s.

ROLL CALL VOTE:	Buckowing:	Absent	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

E. Cost Recovery Rates – Chief Richardson said these cost recovery fees would not apply to a major home fire. It’s mainly for car accidents and repeated false alarms from businesses due to disrepair. DeMaagd asked about the blank fields next to down lines/gas leaks and false alarms. Richardson explained that he was waiting to hear back from Meridian Township on the fees. He said Consumers Energy has blanket fees that they pay and he had reached out to Meridian Township to find out what

those were. DeMaagd said he is concerned that if the fee schedule is approved as is, without any price listed in those fields, someone could argue that there is no cost for those items. Campbell suggested listing ‘see below’ in those fields. Selleck suggested TBD for “to be determined” into those fields. Board members agreed TBD would be sufficient and updated the fee schedule.

MOTION STATED:	Willshire – Motion to adopt the TTES Cost Recovery Fee Schedule for 2022.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by voice vote. 6 ayes and 0 no’s.

F. Pay Restoration – Chief Richardson said that when the pay schedule was determined to attract new paramedics, the intention was not to give any existing staff a pay cut, nor did he think it was the intention of the board to do so either. Therefore, he is asking the board to approve the restoration of pay to the affected employee to clarify that was not what they had intended.

MOTION STATED:	Willshire – Motion to restore, retroactively, any employee who received a pay cut with the implementation of the paramedic/firefighter pay scale, which was approved at the August 8, 2022, board meeting.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call. 6 ayes and 0 no’s.

ROLL CALL VOTE:	Buckowing:	Absent	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

G. North Noffke Drive Special Assessment – Schaefer explained that they had received a petition from 55 percent of the residents on N. Noffke Drive approving a special assessment to have the road repaved. Schaefer said this issue would move to the Roads & Highways Committee for further steps. Campbell said that he would be replaced by Schaefer on the committee while they handled this assessment as he lives on N. Noffke, and it could be seen as a conflict of interest. The other members of the committee are DeMaagd and Selleck. Rairigh asked if residents of Creekview Drive were included on the petition. Schaefer said they hadn’t been but that they are in favor of the assessment to fix the road. Rairigh stated that when the Moe Road Assessment was passed, the residents that only had access to their driveways or Moe Road were included and had an equal share of the assessment. Schaefer said that Prairieville Township has gone through this process several times and has offered their advice on the process. Particularly, Ted DeVries, a trustee there, was their primary expert and had offered to be of assistance in understanding the steps a township would need to take. Bouchard stated that the Treasurer’s Department highly recommends getting a bond for this project rather than using the General Fund as those funds will be needed for other things. Furthermore, they recommend the bond happen before the project starts and

that it be placed on the Winter tax bill before the project starts. Schaefer thanked John Corner and others for their hard work and efforts to see the petition get signed.

13. COMMITTEE REPORTS:

A. Administration (Schaefer, Buckowing, Willshire) None.

B. Cemetery (Willshire, DeMaagd, Rairigh) Continues to stay busy.

C. Middleville DDA Report (Schaefer) Bi-annual Report was given earlier.

D. Elections (Willshire, Buckowing, Schaefer) Almost 1300 ballots have been mailed out and about 14% have been returned already.

E. Emergency Services (DeMaagd, Schaefer, Rairigh) Nothing further.

F. Finance (Buckowing, Willshire, Rairigh) None.

G. Parks and Recreation Representative (Getty) Getty said there is a meeting scheduled for next week.

H. Personnel – Compensation (Willshire, Campbell, Schaefer) None.

I. Property and Public Utilities (Selleck, DeMaagd, Campbell) None.

J. Roads and Highways (Campbell, DeMaagd, Selleck) Nothing further.

K. Duncan Lake Sewer (Campbell, Selleck, Schaefer) Schaefer said there will be an open house of the lagoons on Saturday, October 15, from 10 am until noon where residents who are on the system are welcome to come out and see the upgrade. Schaefer said the aerator is working very well, however, suggests getting an hour meter as the aerators did not come with them. There are also remote capabilities that could be added to assist with preventative maintenance which needs to happen at regular intervals.

14. SECOND PUBLIC COMMENT PERIOD: Collin Chrenka said that TTES appreciates all the support the board has shown them during this transition time with the staffing shortages and appreciates the energy the new Chief has brought to the organization.

15. POLL OF MEMBERS:

Kim Selleck (Trustee) – Encourages everyone to get out and vote.

Sandy Rairigh (Trustee) – Nothing further.

Ross DeMaagd (Trustee) – Suggests reviewing the language of the resolution requiring three quotes as it is sometimes very difficult to get three of them.

Curt Campbell (Trustee) – Was very happy to hear about the lagoons working so well.

Deb Buckowing (Treasurer) – Absent, Bouchard had nothing further.

Cindy Willshire (Clerk) – Thank you to Schaefer and the board for fixing the back door. It works very well.

Eric Schaefer (Supervisor) – Nothing further.

16. ADJOURNMENT:

TIME: 8:11 P.M.

MOTION STATED:	Willshire – Motion to adjourn.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by voice vote. 6 ayes and 0 no's.



Amy Brown, Recording Secretary

Approved 11/14/2022